

**Minutes of Meeting**  
**Health Services Council**  
**Project Review Committee-II**

**DATE: 17 August 2006      TIME: 2:30 PM**

**LOCATION: Health Policy Forum**

**ATTENDANCE:**

**Committee II: Present: Victoria Almeida, Esq., (Vice Chair), Catherine E. Graziano, Pamela Houston, Denise Panichas, Robert J. Quigley, DC, (Chair), Larry Ross, Reverend David Shire (Secretary)**

**Not Present: Rosemary Booth Gallogly, Wallace Gernt**

**Excused Absence: Raymond C. Coia, Esq., Maria Gil**

**Staff: Valentina D. Adamova, Bruce Cryan, Michael K. Dexter, Joseph G. Miller, Esq.**

**Public: (Attached)**

**1. Call to Order, Approval of Minutes, Conflict of Interest Forms and Time Extension for the Minutes Availability**

**The meeting was called to order at 2:30 PM. The chairman noted the conflict of interest forms are available to any member who may have a conflict. The minutes of the 15 June 2006 and 13 July 2006 Project Review Committee-II meeting were approved and submitted. The Chairman requested a motion for the extension of time for the availability of minutes pursuant to the Open Meetings Act. A motion was made, seconded and passed by seven in favor and none opposed (7-0) that the availability of the minutes for this meeting be extended beyond the time frame provided for under the Open Meetings Act. Those members voting in favor were: Almeida, Graziano, Houston, Panichas, Quigley, Ross, Shire. The Chairman introduced Pamela Houston as a member of the Health Services Council and wished Robert Bernstein well.**

## **2. General Order of Business**

**The first item on the agenda was the Application of Memorial Hospital for a Certificate of Need to expand and renovate the Emergency Department.**

**The applicant noted that the last time the hospital was before the Council was in 1993 with a primary care project. The applicant stated that this is reflective that the hospital has been very deliberate in the use of funds.**

The applicant summarized the proposal, discussed the Notre Dame Urgent Care Center which has approximately 12,000 visits each year, and its other initiatives to improve access and patient care. The applicant stated that the outside consultant's final analysis found that the current space configuration of the ED and lack of space in general were major impediments. The ED is 21 years old. The following were identified as goals of the proposal: 1) remedy significant space inadequacies that negatively impact patient care, 2) remediate patient privacy, 3) there are some parts of the ED that are not up to safety codes and 4) more adequately equipment in the ED to deal with potential public health emergencies. The proposal has the following components: 10 standard treatment bays, 2 rooms for procedure/isolation (which will both be at the current building code of 120 square feet) and 2 critical care rooms at 268 square feet dimensions due to the amount of equipment in each room. The proposal would increase the ED space from 7,566 to 8,240 sqf. Equity financing for the project includes a \$687,000 grant from the United States Department of Health and Human Services. This project will have \$800,000 of debt.

The Chairman requested architectural drawings and noted that a site visit would be scheduled.

Regarding the adequacy of the proposed increase of the ED, the applicant stated that the visits are not anticipated to exceed 35,000 patients because of the measures that have been taken to eliminate

**improper usage of the ED.**

**To a request for public comments by the Chairman, a representative of the United Nurses and Allied Professionals made comments about the application being reviewed on an accelerated basis. Staff noted that the applicant withdrew that request and this proposal is being reviewed on a standard basis. There were no further public comments.**

**The meeting was adjourned at 3:35 PM.**

**Respectfully submitted,**

**Valentina D. Adamova**